

Dr.Kalam Institution of Vocational Training

Certificate Course in Financial Accounting(Telly)(CCFA)

3 Months Course In IT PROFESSIONAL Stream

Total Fee- Rs.3600/-

S.No.	Sub Code	Sub Name	Topics	Total Hrs	Int Marks	Ext Marks	Total Mrks
1	CCFA-01	Financial Accounting	Basic Concepts of Manual & Comp. Accounts, Create Account Books with Entry	20	25	75	100
2	CCFA-02	Tally	Tally Introduction, Accounts Information(Ledgers, Groups), Various Types of Company(Traders, Processional, Opening Balance with New Company Other Options), Inventory Information(Stock Groups, Stock Items, Units of Measure), Accounting Vouchers(Receipts Vouchers, Payment Vouchers, Purchase Vouchers Sales Vouchers, Contra Vouchers, Journal Vouchers Debit Note, Credit Note, Memorandum Vouchers), Godowns, Date Management(More than one year company creation, Change Period), Payroll System, Discount Management(Cash Discount, Trade Discount, Vouchers Types, Back up, Restore), Display(Trial Balance, Day Book, Account books, Statement of Accounts, Inventory Books Statements of Inventory, Cash/fund flow, Payroll Reports, List of Accounts Exception Reports, Print Management), GST-CGST, SGST, IGST, Print Management.	60	25	75	100
3	CCFA-03	Project Work	Practice with Different Business Account Maintaining	40	75	25	100

Course Details:-

Visit For More Details: <https://dkivt.com/>

Contact: 01697297222, dkivtindia@gmail.com